

Pilot No. 3 : Determine How to Best Meet the ConPlan Requirements

Focus: Consolidated Plan Document and Performance Reporting

Purpose:

To determine whether self-generated format (meeting statutory and regulatory requirements) reduces administrative burden and enhances participant's ability to report on program performance

Participants:

Miami Beach, FL; Westchester County, NY; Quincy, MA ; State of Pennsylvania; King County, WA

Pilot Description:

Under this pilot, one or more grantees would design a format for providing ConPlan information in the most appropriate and user-friendly way—as best determined by the grantee—while still complying with statutory and regulatory requirements; and include measurable goals appropriate to the grantee's activities.

As the working groups emphasized, HUD's current ConPlan submission guidelines and annual action plan submission guidelines place burdensome requirements on grantees to submit information in a prescribed format. For example, HUD may require a narrative rather than allowing grantees to determine content and the format for displaying the information, such as charts, tables and graphs.

Summary of Grantee Pilots:

King County, WA expects to develop a new Consolidated Plan format that is both less burdensome while meeting citizen participation requirements. Existing local documents and plans may be incorporated and include measurable goals appropriate to proposed activities. Existing tables will be studied and the formats modified to meet local objectives. The Required narratives will be examined and modified if necessary to streamline the Plan, they expect to be completed by December 2004.

State of Pennsylvania will fulfill the second purpose of this pilot by moving to an “outcomes-based measures” focus rather than “activities” focus. The annual performance report is expected to be more definitive and more understandable.

Miami Beach, FL planned to reference other documents to streamline the data and narrative information to make it easier to understand by citizens, other city staff, and local HUD staff.

Westchester County, NY plans to replace their hard copy ConPlan that will be submitted as a CD ROM-oriented internet viewable edition. They expect that providing the information electronically on a CD-ROM and on the county’s website will better convey the county’s needs, the housing market, and the selected strategies over the 5 years. They expect that the public and agencies will be better engaged and provide better feedback and will measure attendance at meetings and visitors to the website.

Quincy, MA will test/evaluate whether the Consortium’s self-generated format reduces the administrative burden, improves the readability of the Annual Action Plan, and enhances the ability to report on program performance. The template used the streamlined template (Pilot 5) in this year’s Annual Action Plan as a prelude to including it in their next ConPlan.

Pilot No. 3 Status as of October 31, 2003

King County, WA has begun the initial steps of their pilot – the Field Office will work closely with this grantee.

Quincy, MA will evaluate how useful the streamlined template is to track progress toward meeting their five-year goals, reduce administrative burden of developing the ConPlan document, and enhance their ability to track and report on program performance.

The Commonwealth of Pennsylvania, a draft strategy section has been developed and is receiving internal review by various officials within state government. This draft is based on the discussion draft that was reviewed by six Regional Housing Advisory Committees (RHAC) in July 2003. The discussion draft outlined potential outcome measures to be incorporated into the Consolidated Plan to make it more a meaningful document.

A new Consolidated Plan format is being developed and a draft form was provided to the HUD field office for discussion before the end of August. An extension was granted by HUD for completed document submission to HUD on or before December 31, 2003 rather than November 15, 2003.

Miami Beach, Fl prepared and submitted a ConPlan that uses census data for comparison, highlighting changes that have taken place in the community since 1990, (i.e. reduction of severe cost burden). It's in a more readable format that low and moderate-income persons could easily understand, more user friendly.

Westchester County, NY demonstrated the format they propose to use for the non-housing community development plan to develop new ways to meet Con Plan Requirements, and enhance it at a recent meeting of the National Association of County, Community and Economic Development Association. The multimedia approach uses a variety of photographs, tables, and charts to illustrate the new format that would be available on the Internet.